

Western Massachusetts Council
Appalachian Trail District



Leader's Guide

2023 Spring Camporee



Prepared. For Life.®

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Table of Contents

Introduction.....	4
Theme	4
Location	4
Date	4
Registration Deadlines	4
Registration.....	5
Fee Schedule	5
Attendance at Camporee	5
Arrival and Check-in.....	6
Parking	6
Campsites.....	7
Check-Out and Departure	7
Unscheduled Arrivals and Departures	7
Unit Information	8
Troops and Patrols	8
Venture Crews	8
Event Information	9
Leader Meeting Friday Night.....	9
Campsite Locations and Sizes	9
Camporee Headquarters.....	9
FRS Radios at Camporee	9
Campfire & Closing - Saturday Evening	9
Lost and Found	10
Directions.....	10
Leave No Trace.....	13
General Rules.....	13
Health and Safety	14
Emergency Information	14
First Aid & Medical Facilities	14
Medical Forms & Medications	14
Activity Information	15
Station Description.....	15
Required Equipment to Bring	15
Scorecards	16
Recognition	16
Tentative Schedule of Events.....	16
Appendix.....	17
Unit Roster	18
Patrol Roster.....	19

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Campfire Skit Form 20

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Introduction

It is our pleasure to welcome you to the 2023 Spring Camporee, hosted by the Appalachian Trail District. We hope that you and your Unit are looking forward to this event as much as we have enjoyed putting it together.

The Spring Camporee will be an Indiana Jones-themed event. The stations will incorporate this theme with Scouting influence. Units are encouraged to use the theme to come up with a patrol name and flag.

Our mission is to provide a fun and exciting weekend for Scouts, Venturers, and Adult Leaders. This Leader's Guide contains the necessary details you need to properly plan for this event. Please pay special attention Activities Information sections. These sections will help your unit practice the right skills and make sure your unit brings any required items to be ready for whatever this event could have in store. Also, keep in mind the Important Details section below. There you will find important deadlines, the date, location, and theme.

Should you have any questions, please feel free to contact any Senior Camporee Staff. We are looking forward to seeing you at the 2023 Spring Camporee.

Yours in Scouting,

Hunter J McCormick
District Chairman

Rebecca Hall
District Commissioner

Greg Williams
Program Director

Important Details

Theme

Indiana Jones

Location

Hancock Shaker Village
1843 West Housatonic Street, Hancock MA 01237

Date

Starts May 5, Friday 5:00pm
Ends May 7, Sunday 10:00am

Registration Deadlines

Early Bird Rate Deadline: April 21
Registration Deadline: April 30

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Registration

PRE-REGISTRATION IS REQUIRED. It truly helps when we know how many to expect. Plus, pre-registration also helps save a ton of time at check in. We are requesting only the number of participants at the time of pre-registration. The Camporee Staff realizes that there will be changes to some rosters; you can add or delete Scouts and Leaders at the time of check-in.

Registration should be completed online by going to <https://forms.tentaroo.com/view.php?id=9905919>.

Fee Schedule

Fees are based on anticipated expenses for this event. The fee includes a patch for each participant, recognition ribbons, insurance, and other costs for this event.

	Early Bird Registration Fee Deadline April 21	Regular Registration Fee (After April 21)
<i>Per Scout</i>	\$20.00	\$25.00
<i>Per Adult Leader</i>	\$10.00	\$15.00

Attendance at Camporee

The Camporee is open to all registered Boy Scout, Venturers, and their leaders. Siblings of Scouts, and other Scout-aged youth who are not members may not attend this event unless the unit is using this camping event as a recruitment opportunity to showcase the program opportunities of Scouting.

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Arrival and Check-in

Scouting units may arrive as early as 5:00 PM on Friday evening. Units must check in with Camporee Headquarters to complete registration and receive campsite assignments between 5:00 PM until 9:00 PM. Campsites will be pre-assigned by the staff based on pre-registration numbers. After check in, you will be allowed to drive one or two vehicles to the drop off point to unload equipment. All vehicles must be parked in the parking lots as soon as equipment is unloaded. Campers are required to carry individual gear/backpacks to their respective campsites. Units must set their camps up within their assigned campsite.

As you come onto the property you will be met near the entrance by members of the Camporee staff. They will direct you and provide you with parking slip to place on your vehicles dashboards. After driving into the camporee site, have your Scoutmaster/Advisor and Senior Patrol Leader/President check-in at the registration table at Camporee Headquarters. Please wait until your unit has received its check-in packet before proceeding to your campsite. Check-in will include verifying the following information:

Final Registration Payments Made – Any balances for youth and adult additions will be reconciled.

Annual Health and Medical Record for each Youth & Adult – Parts A & B of the BSA Annual Health and Medical Record must be brought to the camporee. These documents will be collected by the event medical officer and retained until a unit's departure on Sunday. All medical records will be returned as part of the check-out process.

[BSA Annual Health and Medical Record, Parts A and B](#)

Completed Unit Roster - The roster will help us account for youth and adults alike in case of an emergency. The roster form is available in the Appendix of this Leader's Guide. Units will need to provide two copies at the time of check-in. It is recommended that the unit retain a third copy for its own uses.

Parking

Parking will be allowed in designated areas only. You may drive to your campsite for unloading and loading unit gear only, if able to. Please pack accordingly. Roads must remain open at all times to allow access by emergency and fire vehicles.

*****No RV's (motorhomes or camping trailers) are allowed***
Please carpool to conserve parking**

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Campsites

Campsites will be pre-assigned by the staff based on pre-registration numbers. Each patrol area must be easily identifiable, as this will be a portion of the campsite inspection. So, be sure to keep your site well organized and clean. Remember that other units will be camping next to or near your site, so please be sure to respect their space and please keep in mind the designated quiet hours. Maps of the campsites will be handed out upon check-in. Unit campsites should be maintained in good taste and in accordance with BSA guidelines. Individual units are responsible for all their camping equipment and supplies. The Boy Scout Handbook has a list of suggested equipment to bring on a Campout, but also pay attention to the Required Equipment to Bring in the Activity Information Section. Generators will not be allowed in campsites. Each campsite should display the US and Unit Flags.

Check-Out and Departure

Units may leave no later than 10:00 AM on Sunday morning. Check-out will begin at 8:00 AM on Sunday morning. Units should do a garbage sweep before they are ready for their final campsite inspection; remember to leave your site cleaner than you found it. A Camporee staff member must inspect all campsites before the site can be vacated. The camporee evaluation form must be turned in before your campsite is inspected. Check-out will include the following procedures:

- **Final Campsite Inspection** – Send your Scoutmaster/Advisor and Senior Patrol Leader/President to Camporee Headquarters. A Camporee staff member will be sent to your Camporee campsite for a final inspection. Your unit must wait at your Camporee campsite until after the staff member has ensured that all of your gear is packed up and the campsite has been patrolled for trash.
- **Evaluation Forms** – These forms must be filled out and complete and ready to be turned in during check-out. By providing your feedback, you ensure that Camporees and Klondike Derbies can be improved upon year after year.
- **Camporee Recognition and Annual Health and Medical Records** – Upon completion of check-out, your unit will receive patches for all registered participants (youth and adults), a camporee ribbon, and the Annual Health and Medical Records will be returned.

*****NO UNITS MAY DEPART UNTIL AFTER THEIR CAMPSITE HAS BEEN ***
***INSPECTED AND CLEARED TO LEAVE BY A MEMBER OF THE ***
CAMPOREE STAFF – A UNIT WILL FORFEIT THEIR RECOGNITION AND
ANNUAL HEALTH AND MEDICAL RECORDS WILL NOT BE RETURNED
IF CHECKOUT IS NOT PROPERLY COMPLETED BY A UNIT**

Unscheduled Arrivals and Departures

Anyone arriving at or departing from Camporee, at any time during the course of the weekend, must sign in and out at Camporee HQ. We need to be aware of any changes in attendance for all adults and youth at Camporee in the event of an emergency.

Unit Information

Troops and Patrols

The Patrol is the basic unit of Scouting, and a Camporee is the perfect place to reinforce the Patrol Method. It is also a perfect place to reinforce the following:

- An opportunity for youth leadership
- Testing basic Scout skills
- Promote teamwork and team building
- Demonstrate Scout spirit
- Create an environment to have fun

Venture Crews

Venture Crews are encouraged to participate in the Spring Camporee. Recognition will be awarded on the same basis as a Scout Patrol. Large Crews should divide into smaller groups of no more than 8 youth.

ADULTS ARE DISCOURAGED FROM ACCOMPANYING SCOUTS DURING THE COMPETITION. IF ANY ADULT IS FOUND ENGAGED IN COACHING OR ASSISTING, THE PATROL WILL BE DISQUALIFIED.

Event Information

Leader Meeting Friday Night

After check-in, each unit will be expected to set up their campsite. At 9:00 PM there will be a mandatory leader meeting for Scoutmasters/Advisors and Senior Patrol Leaders/Presidents or proxies at Camporee Headquarters. A small Cracker barrel will be provided for the leaders at the meeting. In addition to being an opportunity for Scouts and Leaders to interact with each other, units will receive pertinent information for the weekend's events. Special bulletins regarding changes to the program or schedule will be provided. Staff will answer any and all questions and resolve issues. If additional staffing assistance is required, units may be asked to volunteer.

If your Unit plans to arrive Saturday Morning, you will receive all the Information that was given out at the Friday Night Leader's Meeting. No cracker barrel will be available Saturday Morning.

Note: All youth and adult leaders are asked to bring their own cups, mugs, Nalgens, etc... to the Cracker Barrel. Our goal is to limit all unnecessary use of paper products.

Campsite Locations and Sizes

Each unit will have a designated area staked out and marked. Please remember neighboring units when setting up your sites. Be neighborly, and use only the space you need. If there are space conflicts that cannot be amicably resolved, contact members of the Camporee senior staff through Camporee Headquarters. Campsite sizes will be determined by the amount of participants registered.



Camporee Headquarters

Staff dining, Staff city, and Headquarters will be located near the Parade Field. Headquarters will be staffed around the clock. If you need to get ahold of a staff member, go to the Camporee Headquarters for assistance.

FRS Radios at Camporee

FRS radios are not permitted. The Camporee Staff will be using FRS radios to communicate for camporee management purposes and for emergency communications.

Campfire & Closing - Saturday Evening

All Units and Patrols in attendance are asked to provide at least one song, skit, cheer, etc. for the Saturday evening campfire. A Camporee Staff member will be asking Units during the Mandatory Leader's Meeting or Saturday Morning when your unit arrives to determine the campfire schedule, so please be prepared. In the Appendix there is a form to turn in, Campfire Skit Form.

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Lost and Found

Items found are to be turned in at Camporee Headquarters. Lost items may be claimed at the Camporee Headquarter. Items not claimed by the conclusion of Camporee on Sunday will be sent to the Western Massachusetts Council service center for no more than one month before they will be recycled. (Hint: Label your belongings!)

Directions

The address of the Spring Camporee is 1843 West Housatonic Street in Hancock, MA 01237.

West Stockbridge

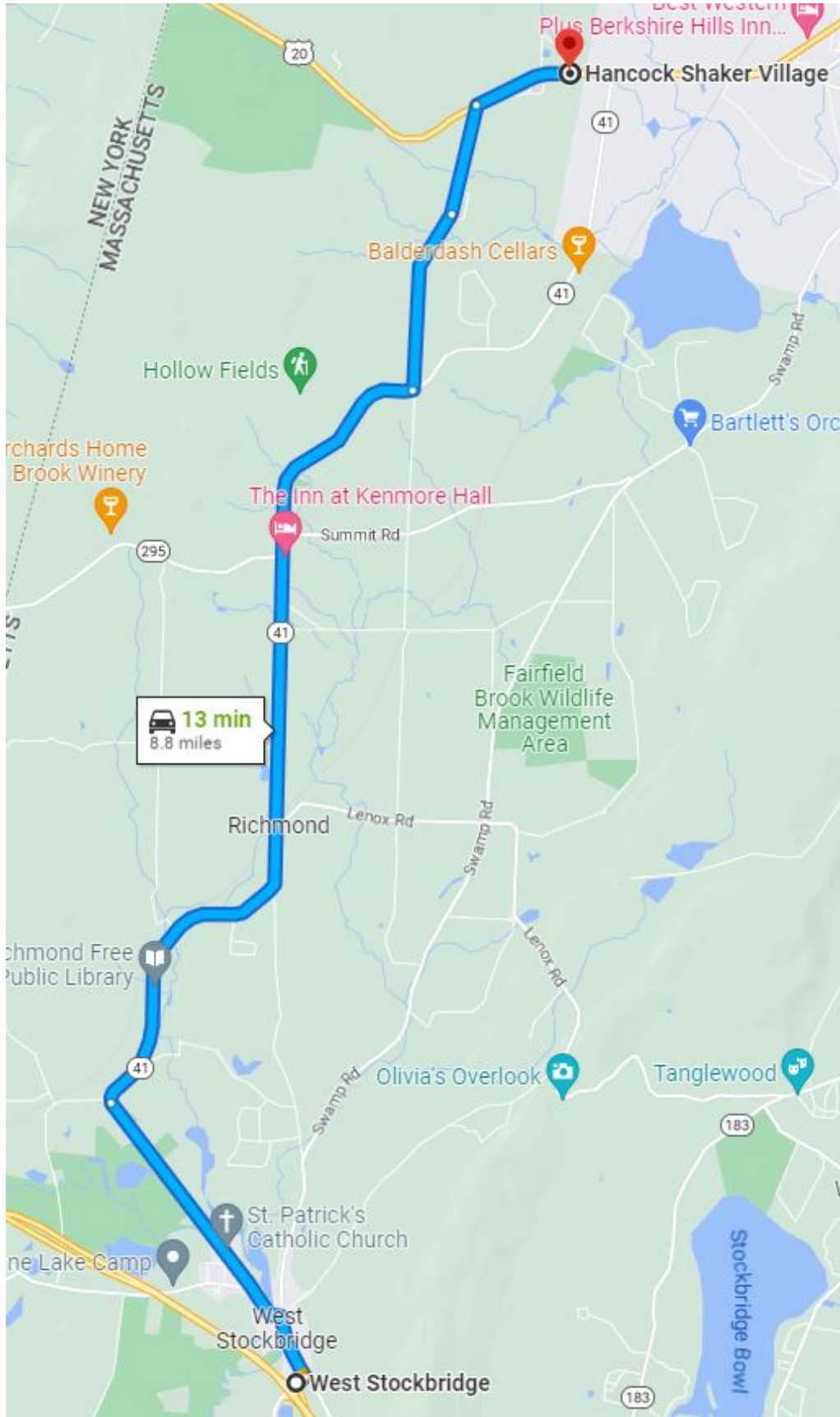
Massachusetts

- ↑ Head northeast on MA-41 N toward MA-102 E
305 ft
- ↶ Turn left onto MA-102 W/MA-41 N
Continue to follow MA-41 N
1.8 mi
- ↗ Slight right to stay on MA-41 N
4.7 mi
- ↶ Turn left onto Dublin Rd
1.0 mi
- ↑ Continue onto Richmond Rd
0.6 mi
- ↘ Turn right onto US-20 E
0.5 mi

Hancock Shaker Village

Hancock, MA 01201

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7



2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

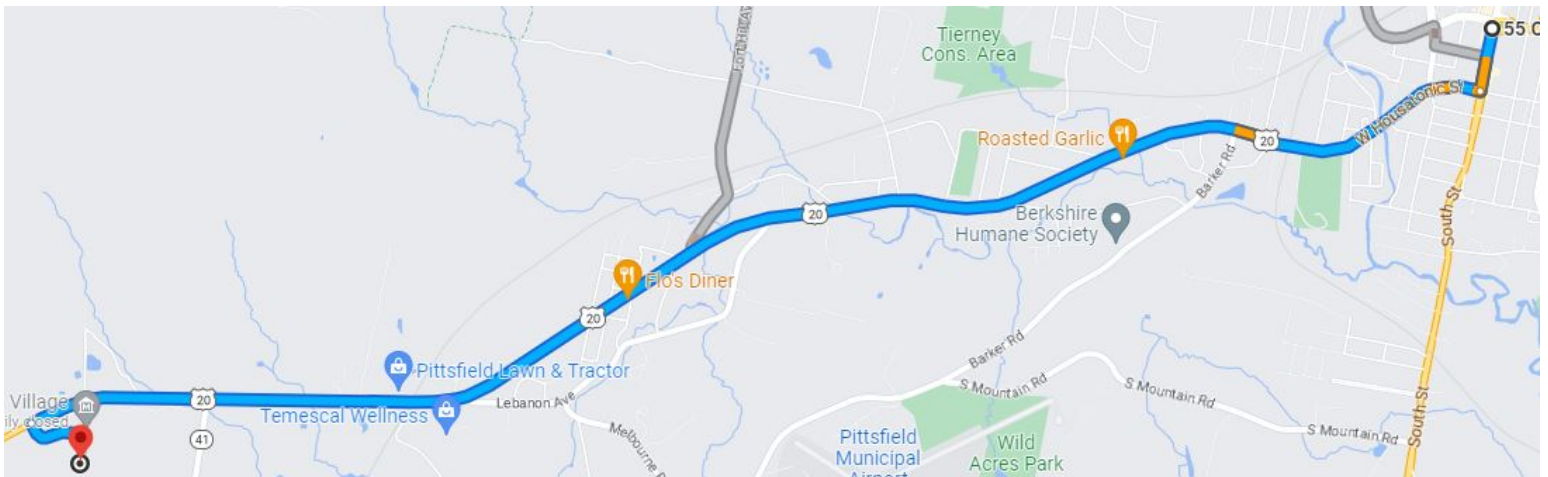
55 Church St

Pittsfield, MA 01201

- ↑ Head south on South St toward Church St
0.2 mi
- ↪ Turn right onto US-20 W/W Housatonic St
● Pass by McDonald's (on the left in 1.1 mi)
4.8 mi
- ↵ Turn left
0.2 mi

34 Lebanon Mountain Rd

Hancock, MA 01237



2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Leave No Trace

Leave-No-Trace is a comprehensive approach to living and behaving in the outdoors, which encompasses not just camping, but also hiking, backpacking, and even just going to the park for an afternoon. All of the events hosted by the Appalachian Trail District will follow the seven principles of the Leave No Trace code. These principles are:

- Plan Ahead and Prepare
- Travel and Camp on Durable Surfaces
- Dispose of Waste Properly
- Leave What You Find
- Minimize Campfire Impacts
- Respect Wildlife
- Be Considerate of Other Visitors



Apply these principles as you enjoy your weekend at this event – pack out what you carry in, stay on trails, use the established fire pits, and respect others around you in the park and in camp. Further information on Leave No Trace can be found in the Boy Scout Handbook, at the BSA website (www.scouting.org), and at the Leave No Trace website (www.lnt.org).

General Rules

The following rules need to read or explained to your units prior to the camporee.

- The Scout Law is the main rule of all Boy Scout Events.
- The Buddy System is to be used during the entirety of the event.
- The use of the Event Facilities is a privilege – be respectful of property facilities.
- All Vehicles must be parked in designated parking areas – vehicles not parked in a properly designated parking spot may be towed at owner's expense.
- No holes or trenches may be dug in the ground for any reason. **NO EXCEPTIONS!**
- All trash must be carried home with you. All TRASH (i.e. Bottles, Cans, Food Scraps, Ashes, Charcoal, etc.)
- The use of Patrol Flags and method are encouraged during the entirety of the event.
- Scouts are not to enter other campsite without permission. Scouts must remain in their campsite after taps.
- NO trees, shrubs or bushes – living or dead – may be cut or removed without explicit permission.
- No scout may leave the event unless such departure is arranged advance with the Unit Leader and the Camporee Key Staff notified.
- As at any Scout Event, no illegal drugs, alcohol, firearms or weapon may be on the premises at any time. Possession of any aforementioned item is grounds for immediate dismissal from the event.
- Please report **ALL** accidents, injuries and other emergencies to the First Aid Tent. No Exceptions!

Health and Safety

Emergency Information

In the event of any emergency that endangers the camp, we will blow 3 blasts on an air horn. Upon hearing this warning sound, drop everything “immediately” and gather your unit at the Parade Field. Take head count and ensure nobody is missing. Just as with any emergency, please maintain a walking speed and keep a cool head. If you hear the emergency signal of three blasts, you need to assume it is a real emergency.

The Camporee site address is 1843 West Housatonic Street in Hancock, MA 01237.

First Aid & Medical Facilities

Report any acute medical conditions to the medical staff upon arrival. Those persons with diabetes or allergies to bee stings must provide their own emergency kits. Anyone with allergies should be prepared with the proper medication. Our medic will also want to know if there are any doctors in your group. Minor first aid needs are the responsibility of the unit. Be prepared.



Medical Staff will be providing first aid on site for more advanced injuries or serious health problems. All accidents must be reported to senior staff or the camp medic regardless of severity. Arrangements have been made for emergency evacuations, if needed.

Medical Forms & Medications

Every youth and adult attending Camporee must be covered by Parts A & B of the BSA Annual Health and Medical Record. Unit leaders must bring copies of the unit medical forms to the Camporee. Medications **MUST** be kept in a secure locked box or in a unit leader's car. Also, any medications requiring refrigeration (i.e. Insulin) are the responsibility of the individual units. Copies of the Annual Health and Medical Record are included in the appendix of this guide.

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Activity Information

Station Description

The following are the stations will be the competing in throughout the Spring Camporee. Scouts will earn points based on performance and Scout spirit.

- Escape from Schloss Brunwald – fire building
- Where to next, Dr. Jones? – orienteering
- Anything goes – knot tying
- Saving Dr. Jones – first aid
- Someone forgot their Charlemagne – code breaking
- Know your surroundings – plant and animal identification
- Staff of Ra – distance and height measurement

Required Equipment to Bring

While planning what items each patrol should bring, please pay special attention to each individual stations (Listed Above) and plan accordingly. However, below is a list of equipment that competing Patrols will need to bring with them.

- A Patrol First Aid Kit
- Pencil and Paper
- Totin' Chip
- Firem'n Chit
- Scout Handbook
- The Ten Essentials
 - Navigation
 - Sun Protection
 - Insulation
 - Illumination
 - First-aid Supplies
- Rope for Pioneering
- Patrol Flag
- Patrol Roster
- Scout Spirit
- Fire
(Matches/Candles/Wood[Kindling, Tinder, Fuel])
- Repair Kits and Tools
- Nutrition
- Hydration
- Emergency Shelters

2023 Spring Camporee Leaders' Guide
Hancock Shaker Village – May 5-7

Scorecards

Each Patrol will be issued a scorecard at the Friday night Leader's Meeting or Saturday morning at the Opening Ceremony. This scorecard will be the Patrol's Official Scorecard for the entire Camporee. At each event the Station Staff Members will write the Patrol's score on the card, then he/she and the Patrol Leader will initial it. The scorecard must be taken to each event in order for the Patrol to receive an official score. Station Staff Members will also keep event specific scorecards, but only as a reference. Bring some way to protect and carry the Patrol's scoreboard. Patrol scorecards must be turned in with the Patrol Flag by 4:30pm before the Flag Ceremony at 4:45pm on Saturday to Camporee Headquarter. Patrols that do not have scorecards turned in by the deadline will be given a score of 0.

Recognition

All participating Units will receive a Camporee patch.

One Patrol shall be selected as the overall event champion. Selection is based on a point score, determined by a point rubric by the Camporee Staff. The winning Patrol, from the Appalachian Trail District, shall be awarded with a first place ribbon and the Fall Camporee Award and the next two runner ups will also be given placing ribbons.

Tentative Schedule of Events

Schedule Subject to Change

Friday,

5:00 PM	Event Opens	
5:00 PM - 9:00 PM	Arrival/Check-In/Set up	Headquarters/Camp Sites
9:15 PM	Mandatory Leaders' Meeting	Headquarters
10:00 PM	Taps	Camp Wide

Saturday,

7:00 AM	Reveille/Breakfast	Camp Sites
8:30 AM	Opening Ceremony	Headquarter/Parade Field
8:45 AM - 12:00 PM	Morning Activities	
12:00 PM	Lunch	Camp Sites
1:30 PM - 4:30 PM	Afternoon Activities	
4:45 PM	Flag Ceremony	Headquarters/Parade Field
5:00 PM	Dinner	Camp Sites
7:00 PM	Campfire & Closing	TDB
10:00 PM	Taps	Camp Wide

Sunday, May 4

7:00 AM	Reveille/Breakfast	Camp Sites
8:00-10:00AM	Check-Out Begin	Camp Wide/Headquarters
10:00 AM	Event Close	

Appendix

- All Forms you will need for the Camporee are located in this section of the Leader's Guide.
- Please feel free to Copy any of the Sheets you may need.
- Please remember to have TWO (2) Copies of the Unit Roster for Registration and Check-In.
- Each Patrol Needs to have a Patrol Roster filled out.
- A Campfire Skit Form will need to filled out and turned in. Each Patrol needs to fill out. Units/Patrols that want to do multiple skits, songs, or cheers will need to fill out the Campfire Skit Form for each.

